

Prinergy

Direct

Version 4.0

Quick Start Guide

English

731-00056D-EN Rev A

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Internal 731-00056D-EN Rev A

Revised February 2007

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1 Overview

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Who Should Use This Guide

This guide is intended for anyone who is using Kodak® Prinergy® Direct™ software 4.0 for the first time. It introduces you to Prinergy Direct and helps you start using the system.

To use this guide, you should:

- Have a working knowledge of prepress operations
- Be familiar with the Microsoft® Windows® operating system
- Be familiar with the Apple® Mac OS® operating system software

This guide assumes that:

- All of the hardware, software, and network components of your Kodak system are installed, configured, and operating correctly.
- Files submitted to the Kodak system are free of common errors usually resolved during preflight, such as missing fonts and Adobe® PostScript® language errors.

Where to Learn More

Visit Kodak at http://graphics.kodak.com or log on to Kodak eCentral®, the Internet portal at http://ecentral.creo.com/ for documentation, training courses, downloads, service and support contacts.

For complete information about Kodak Prinergy® Workshop software, see the Workshop Help. It provides explanations about how Prinergy Direct works, step-by-step procedures, and descriptions of the options in Prinergy Direct.

To access the online help:

- Click the help icon  in any dialog box.
- In Workshop, from the **Help** menu, select **Help Contents**.

The Prinergy System Administration Guide provides an overview of the Prinergy system and describes how to configure and back up your system.

What Is Prinergy Direct?

Prinergy Direct is an entry-level Prinergy system that offers:

- a flat-based workflow for printers with an existing imposition solution
- a remote plating solution for multisite printer with Prinergy Connect or Prinergy Powerpack

In both cases, Prinergy Direct outputs to a range of proofing and output device.

Note: If a feature is licensed, you must purchase a license to enable the feature in Prinergy Direct. For information, see your sales representative.

Prinergy Product Family

Prinergy Direct is part of the Prinergy product family, which includes:

Kodak® Prinergy® Connect™ software—a full-featured Prinergy system for commercial and publications printers who need page processing, imposition, and film-making or platemaking.

Kodak® Prinergy® Direct™ software—a Prinergy system that accepts imposed input, and outputs to a range of proofing and output devices. It offers a remote plating solution for multisite printers or an economical solution for printers who already have an imposition solution.

Kodak® Prinergy® Powerpack™ software—a Prinergy system designed for offset, flexographic, and gravure packaging printers.

Kodak® Prinergy® Publish™ software—a Prinergy system that is configured for page preparation. It converts input files into production-ready format for use in a downstream platemaking workflow, often another Prinergy system.

Kodak® Prinergy® Evo™ software—an entry-level, PDF front-end, workflow solution targeted at 4-up and smaller 8-up commercial print market. Overall, Prinergy Evo is a PDF-based prepress workflow that organizes prepress and plate production. Prinergy Evo supports tasks such as trapping, proofing, imposition, and film-making, and platemaking of single page and imposition PostScript and PDF files. Prinergy Evo software is used with Prinergy when you have configured Prinergy as a JDF hub and Prinergy Evo as a JDF spoke.

Related Products

Kodak® InSite® remote proofing software—a Web portal that lets you (the printer) and your customers (print buyers) work with print jobs over the Internet.

Kodak® EyeMedia™ software—is a server-based solution for the management of digital assets that is designed to support registering, locating, and repurposing of images, content, and artwork.

Kodak® Prinergy® Business Link software—software that automates the exchange of production data between a prepress workflow system and a Management Information System (MIS).

Kodak® Preps® digital imposition software—imposition software for the commercial printing industry.

Kodak® Pandora® step-and-repeat software—software that creates packaging layouts.

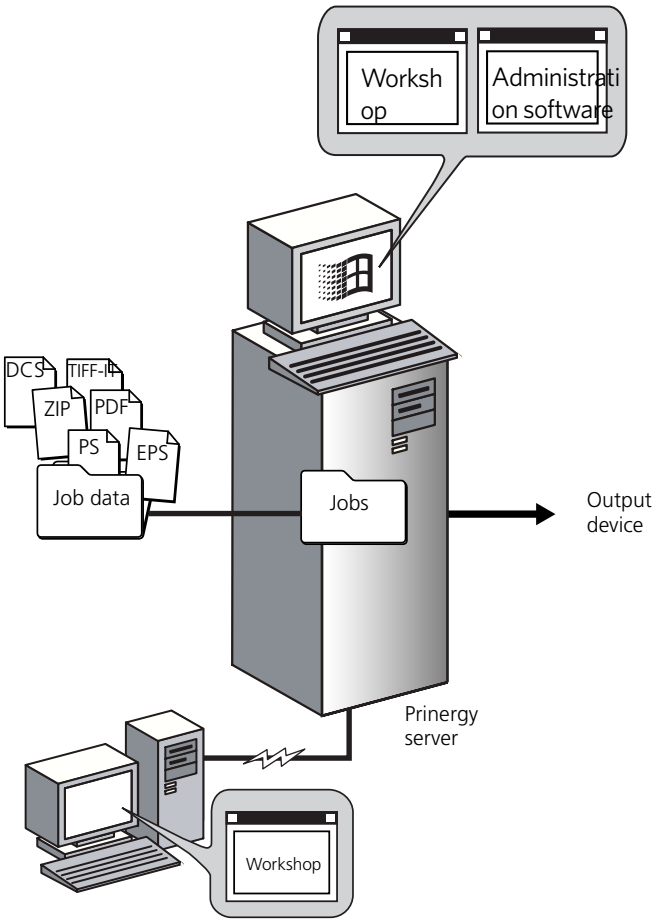
The Parts: Client and Server

A standard Prinergy Direct system includes one computer, which runs both the server software and the client software. It can also include additional client computers.

The client software is called Workshop. This is the main user interface to the Prinergy Direct system. It lets you create, edit, and monitor jobs.

The server software is called Prinergy Server. It coordinates requests from Workshop and maintains the Oracle® database, which stores job information.

For more information about Prinergy Server, see the Prinergy System Administration Guide.



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Getting Around

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Getting Around in Prinergy Workshop

If you are an operator, you can use Prinergy Workshop software to create jobs, assign pages to page sets and imposition plans, monitor job activity and status, and start processing on elements.

If you are a customer service representative, prepress manager, or production planner, you can also use Prinergy Workshop software, but you may prefer to use Kodak® Prinergy® Dashboard® software. Dashboard is a licensed option, which you must purchase separately from Prinergy. Dashboard shows the status and progress of Prinergy jobs in a graphical, consolidated view. Job status is updated continously, so that the current status of Prinergy jobs is always available. Dashboard lets you search for jobs and create job lists based on your criteria, so that you can view only the jobs that you're interested in.

This chapter provides information about using Prinergy Workshop only. The Workshop Help system provides more information, see the What's New topic for an up-to-date list of new features and enhancements that have been made to Workshop.

Starting Workshop



To start Workshop:

1. Double-click the Workshop icon on your client desktop.

   The Connect to Server dialog box appears.

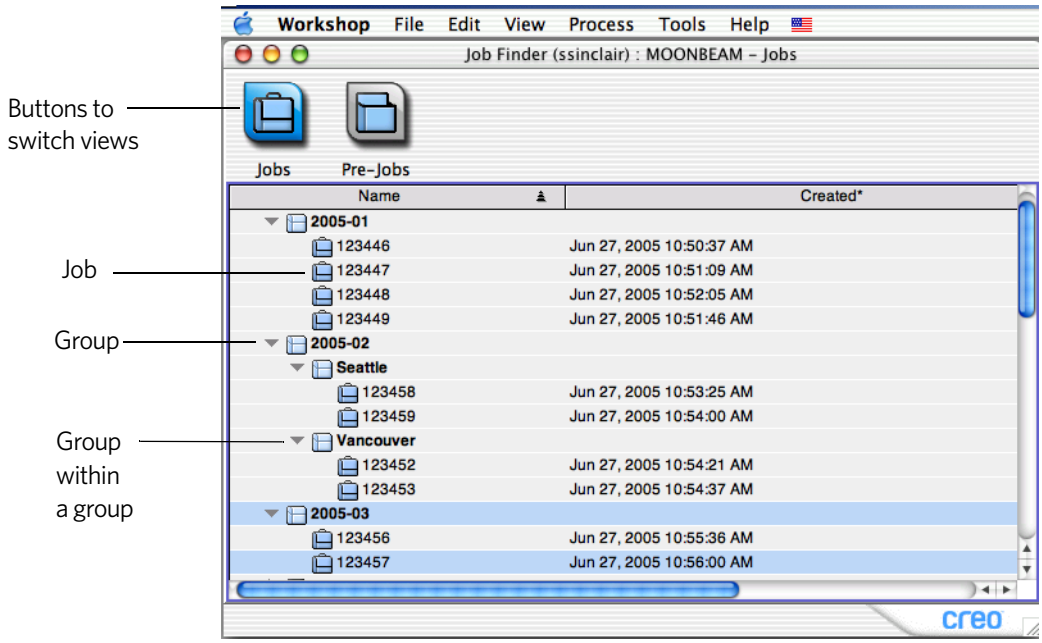
   Ignore the **Update** button. It is always available in Prinergy Direct, because Prinergy Direct does not install Kodak plug-ins to Acrobat. In Prinergy Direct, an update is required only if this is the first time you started Workshop after installing it. See the Workshop online help for information.

2. In the **User name** box, type your user name.
3. In the **Password** box, type your password.
4. Click **Login**.

   Job Finder appears. You are now ready to use Workshop.

Job Finder

Job Finder is the first window that appears after you start Workshop.

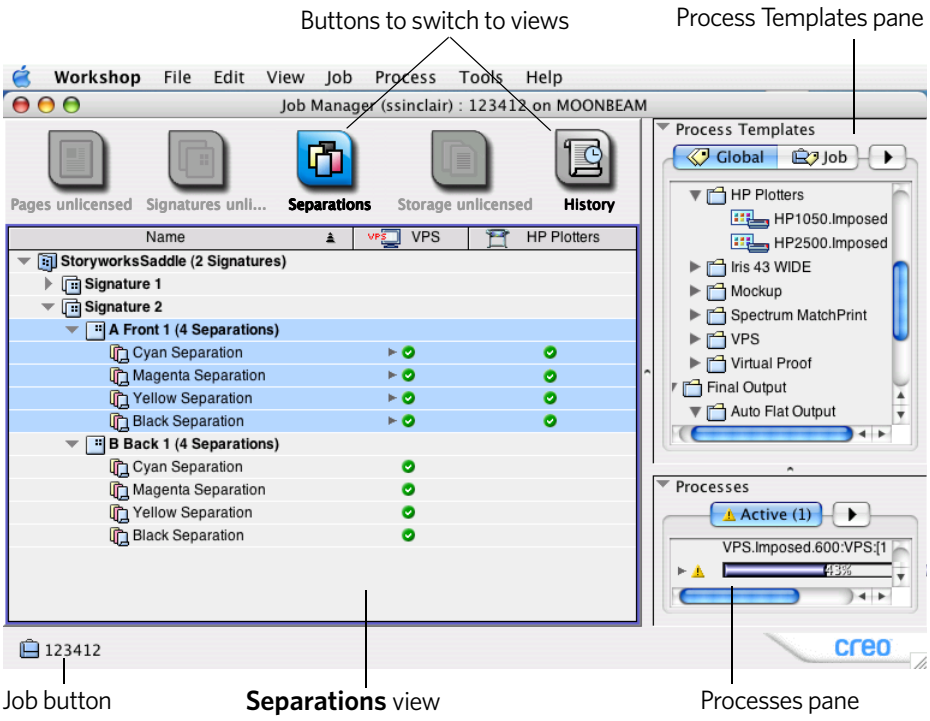


In Job Finder, you create jobs, open jobs, and organize jobs into groups.

Job Finder has two views—**Jobs** view and **Pre-Jobs** view. A pre-job is similar to a job, but it is used to handle exported jobs or as a template to store elements that are used in more than one job. See *Setting Up Pre-Jobs* on page 19.

Job Manager

Job Manager opens when you double-click a job in Job Finder. When you open a layered PDF versioning (LPV) job, the **Version Plan** and **Versioned Pages** buttons display.



Job Manager is where you work on jobs. Using the buttons across the top of Job Manager, you can select any one of the following views:

Separations—displays information about individual separations in a job. You can view separations, generate proofs, and generate final output.

Storage—lists all files that were archived with the job. You can check the storage status of job files, and you can archive, purge, or retrieve. Available only with an additional license.

History—displays a detailed history of a job.

Using Process Templates

A process template is a file containing a collection of options and parameters that tells Prinergy Direct how to perform a process. Process templates can help you automate repetitive tasks. Because settings are predefined, using process templates saves time and provides consistent results.

The process templates include:

- Refine
- Imposition plan proof (output)
- Final output
- Import
- Generate
- Copy Job
- Archive, purge, and retrieve (if licensed)

Process Templates Pane

All of the process templates are listed in the Process Templates pane of Job Manager.

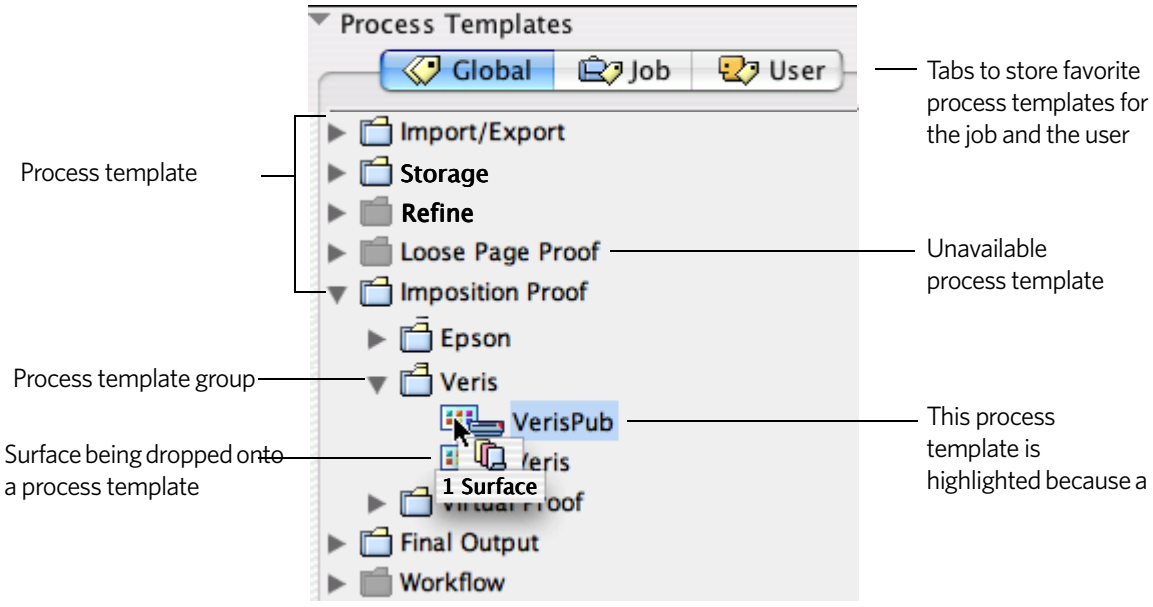
A Prinergy system can have many process templates—each one customized for a specific situation. To quickly access your favorite process templates, add them to the Job tab or the User tab of the Process Templates pane. See *Setting Up Job and User Favorites* on page 11.

Availability of Process Templates

Process templates are available only when you select elements that you can start the process templates on.

If nothing is selected, no process templates are available. They appear gray and you cannot start them on elements. For example, when you first open a job, no process templates are available.

When you select an element, the process templates that are appropriate for that element become available. They appear in color and you can start them on the selected elements. For example, when you select a signature, the imposition proof process templates become available.



Starting Processes

One of the most common tasks in Workshop is starting processes. Any element can undergo some sort of processing. For example, you refine input files, generate proofs, make film or plates, and archive job files.

In general, you start a process by selecting the elements to be processed, and then selecting the desired process template. For example, you drag an imposition to an imposition proof process template.

The Process Templates pane also includes workflow templates.

To start a process:

1. Select the files.
2. Drag the selection to the Process Templates pane, and drop it on the process template.

Tip: You can also right-click the selection, and using the cascading menus, select the process template. Or you can right-click the process template in the Process Templates pane and select **Start Processing**.

3. In the Start Process dialog box, modify the options as desired.

   If desired, modify the process template before starting the process by clicking **Edit Process Template**, modifying the process template, and clicking **OK.**
4. Click **OK** to begin processing.

Customizing Workshop

You can customize Workshop and the information that it displays.

Setting Workshop Preferences

By modifying options in the Workshop Preferences dialog box, you can control how Workshop displays information.

Because Workshop saves preference files by logon ID on the workstation, the system maintains your individual preferences even if you share a workstation with other operators. If you use more than one workstation, a unique preferences file is saved on each one.

To open the Workshop Preferences dialog box, select **Edit** > **Preferences**.

Displaying and Hiding Columns

The **Visible Columns** dialog box lets you choose which columns of information will appear in Job Finder or in the different panes of Job Manager.

To show or hide columns, select **View > Visible Columns**.

When Prinergy Direct executes certain processes, it automatically inserts columns with information about the processes. See *Checking Queue Manager* on page 38.

Sorting Lists by Different Criteria

To sort entries in a list by different criteria, click a different column heading.

For example, click the **Date Refined** column heading to sort by the date the file was refined.

Clicking Triangles to Show or Hide Lists

For Apple® Macintosh® computers—To display a list, click a right-facing triangle  . To hide a list, click the down-facing triangle  .

For Microsoft® Windows® computers—To display a list, click the (+) sign. To hide a list, click the (-) sign.

Setting Up Job and User Favorites

You can put frequently used process templates on the **Job** and **User** tabs of the Process Templates pane. Process templates on the **Job** tab are available to anyone who works with the job. Process templates on the **User** tab are available to you on any job. See *Process Templates Pane* on page 9.

To add process templates to the **Job** or **User** tab, from the **Job** menu, select **Manage Job/User Favorites**. You can add process templates to job favorites by starting a process and selecting the **Add to Job Favorites** option from the Start Process dialog box.

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Prinergy Direct Workflows

In Prinergy Direct, you can choose from these two workflows:

- An import/export workflow that accepts exported jobs for output
- An imposed flat workflow that accepts imposed flats for output

Typical Import/Export Workflow

In an import/export workflow, one Prinergy system sets up a job for another Prinergy system to print.

This is also called a hub-and-spoke workflow. Typically, Prinergy Connect or Prinergy Powerpack is at the central hub site and Prinergy Direct is at the spoke site.

The import/export workflow involves these steps:

1. At the central Prinergy system, set up the job to the point where you are ready to generate proofs.
2. Generate proofs.

   They can be soft proofs (viewed on the computer monitor) or hard proofs (printed).

   See Chapter 6, *Proofs, Plates, and Film*.
3. Export the job and send the .zip file to the remote Prinergy system.
4. At the remote Prinergy system, import the .zip file.

   In Prinergy Direct, the only way to import is using a hot folder. Set up a pre-job with a hot folder associated with an import template. Then drop the exported job into the hot folder, and Prinergy Direct automatically creates the job.

   See *Creating Jobs by Importing* on page 18.
5. Output to plates or film.

   See *Making Plates or Film* on page 32.
6. Optionally, at the hub or spoke, archive the job.

   See *Archiving Jobs* on page 34.

Imposed Flat Workflow

Prinergy Direct refines imposed flats into signatures for output.

The flat-based workflow involves these steps:

1. In Preps, Pandora, InDesign, or other software, create an imposed flat.
2. In Prinergy Direct, set up a job with a hot folder associated with a refine process template.

   See Chapter 4, *Setting Up a Job*.

3. Drop the files into the hot folder.

   Prinergy Direct automatically refines them into signatures. See Chapter 5, *Adding and Processing Files*.

4. Generate an imposition proof.

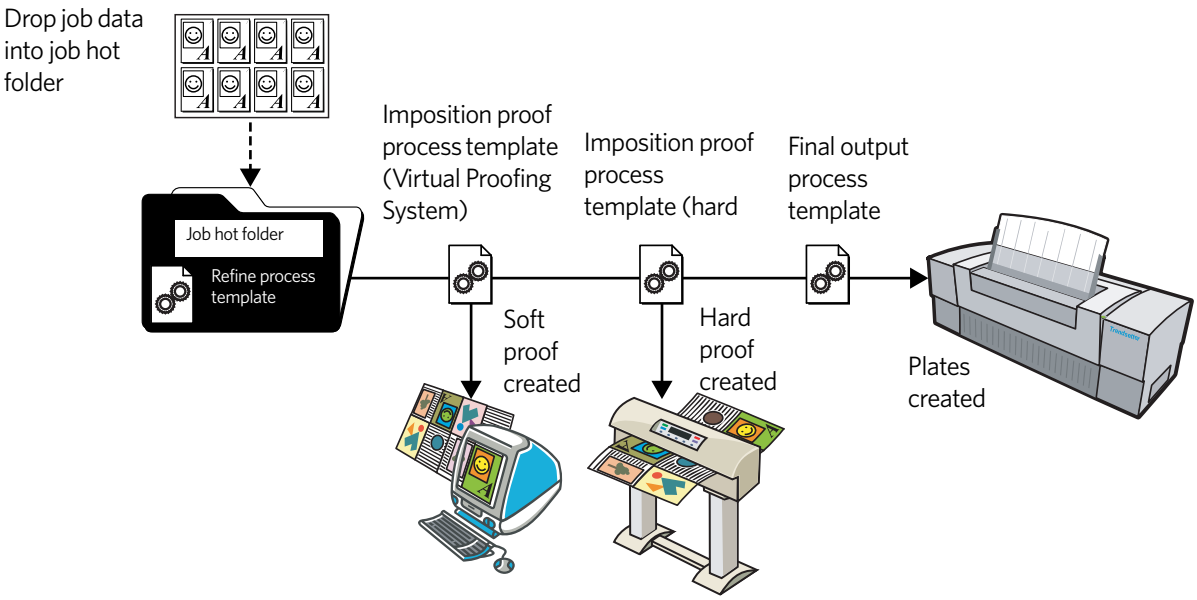
   See Chapter 6, *Proofs, Plates, and Film*.

5. Output to plates or film.

   See Chapter 6, *Proofs, Plates, and Film*.

6. Archive the job.

   See Chapter 7, *Managing Files*.



InSite Workflow

InSite shows the Prinergy Connect or Prinergy Powerpack workflow system's digital masters and jobs. When PDF files are uploaded, InSite can be configured to automatically send the files to Prinergy Connect or Prinergy Powerpack for processing (refining). When Prinergy finishes refining, the pages automatically appear in InSite without any action from Prinergy. InSite can be configured to add CT/LW pages to an InSite job either manually or using automatic page registration. For monitor proofing, the color target of the Prinergy digital master is configured in InSite. InSite can be installed on a standalone server (most commonly) or on the Prinergy primary server.

JDF Hub Workflow With Prinergy and Prinergy Evo

Instead of using a typical import/export workflow, using Prinergy as a JDF Hub workflow allows you to initiate processes on a Prinergy Evo system across a LAN or WAN. For example, multi-site printers may use Prinergy Connect at a hub to prepare pages and impositions, and use Prinergy Evo at a spoke site to make plates. This

allows you to send final output from Workshop at a hub site and receive feedback from Prinergy Evo at a spoke site when the plates are made. This improves production and provides more process status feedback.

Digital Print Workflow

The Kodak Prinergy Digital Print feature includes the following two aspects.

- The Prinergy workflow system can send a JDF control file, with a PDF file, to hot folders on JDF-enabled digital print devices.
- Operators can integrate vendor-specific digital print client software to access their digital print controllers.

The JDF control file that Prinergy software generates is based on the CIP4 Integrated Digital Printing ICS 1.0.

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Setting Up a Job

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Setting Up a Job

To set up a job, perform the following tasks:

1. Create a job.

   See *Creating a Job* on page 18 and *Setting Up Pre-Jobs* on page 19.

2. Set job attributes and job status.

   See *Setting Job Attributes and Job Status* on page 22.

3. Add color information, if necessary.

   See *Editing Colors* on page 22.

4. Add a font search path, if necessary.

   See *Handling Fonts* on page 23.

5. Set an image search path, if necessary.

   See *Adding an Image Search Path* on page 24.

Creating a Job

When you start work, you need to create a job. You can create a new job by importing an exported job or by copying a an existing job.

Creating New Jobs

To create a new job:

➢ In Job Finder, from the **File** menu, select **New Job**.

Using a Template Job

When you create a new job, you can copy setup information from an existing job or pre-job. The existing job or pre-job is called a template job.

You can copy several types of setup information, such as hot folders and images search paths.

To use a template job:

➢ In the Create New Job dialog box, select **Options**, and then select **Template Job**.

Creating Jobs by Importing

You can create jobs by importing an exported job from another Prinergy Direct system. The export is a .zip file. Import process templates control import options.

Prinergy Direct can automatically create a new job each time an export file is dropped into a specific folder.

The job is at the root of the server on which the pre-job exists, and has the same name as the export file.

To set up a pre-job for importing:

1. Create a pre-job. See *Setting Up Pre-Jobs* on page 19.
2. In the pre-job, create a hot folder and configure it to add and process files using an import process template. See *Setting Up Hot Folders and Smart Hot Folders* on page 20.

To create each job:

➢ Drop an exported job into the hot folder.

Importing Incrementally

You can also import partial jobs into existing jobs. To accept a partial job, you take an existing job and set up an add-and-process hot folder linked to an ImportIncremental process template. When you drop the export into the hot folder, Prinergy Direct adds the imported files to the job.

Creating Jobs by Copying

You can copy original jobs to create new jobs. When you copy a job, all job related data from the original job is copied to the new job. If the original job is online, the job folder contents are copied to the new job. If the original job is offline, you have to use the Archiver to retrieve the job folder contents into the new job.

When you copy a job, it is optional to copy the history log and the job folder to a new job. If you choose to copy the history log and the job folder, the new job will contain all of the functionality and job attributes (page sets, impositions, history, and so on) of the original job. After the job has been copied, you can change the job data as necessary.

To copy a job:

1. Do one of the following actions:
   - In Job Finder, select a job and then select **File > Copy**.
   - Right-click a job and select **Copy**.
2. In the Copy Job dialog box, enter information for the job that you want to copy. If you want to copy a job using a pre-set copy job process template, click the **Select** button. From the Choose Process Template dialog box, select a **Copy Job process template** and click **OK**.

Setting Up Pre-Jobs

A pre-job is similar to a job but is used when you want to store elements that are used in more than one job.

Pre-jobs are useful in these ways:

- To automatically create jobs by dropping exported jobs into pre-job hot folders. See *Creating a Job* on page 18.
- As a place to collect elements that are used in many jobs, such as logos. See *Using a Template Job* on page 18.

Pre-jobs are visible in the **Pre-Jobs** view of Job Finder.

To create a pre-job:

1. In Job Finder, click **Pre-Jobs**.
2. From the **File** menu, click **New Pre-Job**.

Alternatively, you can also create a new pre-job by copying an original pre-job. See *Creating Jobs by Copying* on page 19.

Setting Up Hot Folders and Smart Hot Folders

Hot Folders

Hot folders automate the workflow by automatically performing an action when files are dropped into them.

You can create two types of hot folders—hot folders that only add files to a job and hot folders that also start a process on the added files.

A hot folder that starts a process on the files has a process template linked to it. When you add files to the hot folder, Prinergy Direct automatically processes the files as specified in the process template.

Some common uses of hot folders are:

- Importing job exports. See *Creating a Job* on page 18.
- Adding and refining input files. See *Adding Customer Input Files* on page 26. For example, if you write PostScript directly from desktop publishing software to an add-input-files-only hot folder, the files are automatically added to the job to which the hot folder is attached.

To create hot folders for a job:

1. Open the job.
2. From the **Job** menu, select **Manage Hot Folders**.
3. In the Manage Hot Folders for Job dialog box, click **Add**.
4. In the Create Hot Folder for Job dialog box, select one of the following options:
   - For an add-input-files-only hot folder, select **Add Input Files Only**.
   - For an add-and-process-files hot folder, select **Add and Process Files**.
5. If you are creating an add-and-process-files hot folder, browse to and select the process template that you want to link to the hot folder.
6. Change the name if desired.
7. Click **OK**.
8. Click **Close**.

You can confirm that the hot folder has been created by using a file browser to browse to the job folder.

Smart Hot Folders

Smart hot folders are global hot folders that automatically process source files. Smart hot folders can:

- Create a new job based on a template job and name the new job according to the name of the source file.
- Move the source file to an existing job's hot folder for processing, a job-relative location (such as **UserDefinedFolders**) or any location on a mounted server or volume.
- Rename the source file to change a customer's file names to conform to your file naming conventions, or to conform to another smart hot folder's file naming patterns or to move a file to more than one job hot folder.
- Move a source file to one or more locations on any mounted volume.

You can also combine any of these actions within one smart hot folder. For example, you can create a smart hot folders that will do the following combined actions:

- Create a job based on the source file name and process the file immediately within the new job's hot folders.
- Create a job based on the source file name, process the file,a nd move it to another location.
- Create a job based on the source file name, process the file, and rename the file while moving it to another location.

To create smart hot folders:

1. In **Job Finder**, from the **Tools** menu, select **Smart Hot Folder Manager**.
2. In the Smart Hot folder Manager dialog box you can perform any of the following actions:

- Add a smart hot folder—Click **Add**. In the Add Smart Hot Folder dialog box, type a name in the **Smart Hot Folder Name** box, configure the smart hot folder and click **OK**.
- Copy a smart hot folder—Select the hot folder that you want to copy and click **Copy**.
- Edit a smart hot folder—Select the hot folder that you want to edit and click **Edit**. In the edit Smart hot Folder dialog box configure the smart hot folder and click **OK**.
- Delete a smart hot folder—Select the smart hot folder that you want to delete, and click **Delete**. When the Confirm Smart Hot Folder Delete dialog box appears, click **OK**.

For information about how to configure smart hot folders, see the Prinergy Workshop Help.

Setting Job Attributes and Job Status

Though Prinergy Direct generates most job information automatically, you can define some optional job attributes. Job attributes can be defined when you create the job, or afterwards, in Job Finder. Job attributes include:

- Proof due date time and final output due date time
- Job code
- Job status, ranging from Created to Completed

To set job attributes and job status:

➢ In Job Finder, from the **Edit** menu, select **Edit Job Attributes**.

Editing Colors

Prinergy Direct stores information about spot colors. The factory PANTONE® libraries are a standard feature of Prinergy Direct. Each factory library consists of color definitions for more than 15,000 PANTONE colors.

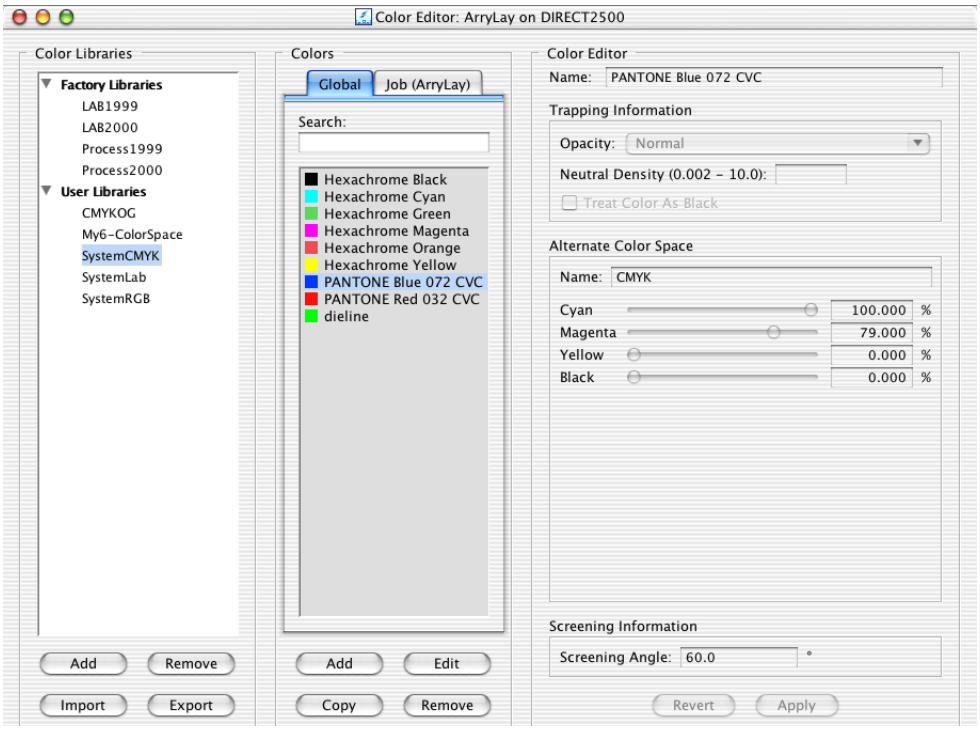
Each color library is associated with a color space, such as RGB, CMYK, or L*a*b, which is then associated with an ICC profile.

When you add a file to Prinergy Direct and refine it, Prinergy Direct recognizes the PANTONE color name, optionally matches it to the PANTONE color in the PANTONE library, and uses the color recipe from the PANTONE library.

You can override the definition of a PANTONE color in Prinergy Direct, either globally or per job.

To add a color definition:

➢ From the **Tools** menu, select **Color Editor**.



Handling Fonts

Fonts should be embedded in input files. If fonts aren't embedded in input files, font information must be available to Prinergy. For font information to be available to Prinergy, fonts must be in PFA format, which is not a standard format that font vendors provide.

If fonts are already embedded in input files, or if they reference only the base 193 Adobe® fonts that are shipped with Prinergy Direct in PFA format, you don't need to use a font converter or a font search path.

Otherwise, first use a font converter to convert the fonts to PFA format and add the converted fonts to Prinergy Direct, and then add a font search path to the Prinergy Direct job. Do this before you refine input files.

Font Converter contains two tabs: a **Global** tab and a **Job** tab. Fonts on the **Global** tab are stored on the home server and are available to all jobs. Fonts on the **Job** tab are stored in the job folder and are available only for the job.

The font search path specifies the location of the fonts. You can copy a font search path from an existing job when you create a new job, or you can set the font search path later, from Job Manager.

To convert fonts:

➢ From the **Tools** menu, select **Font Converter**.

To set a font search path:

- In Job Manager, from the **Job** menu, select **Font Search Path**.

Adding an Image Search Path

If you want to substitute high-resolution images for low-resolution images with OPI, you must enter an image search path for the job so that Prinergy Direct can find the image files.

You can copy an image search path from an existing job when you create the job, or you can set the image search path later, in Job Manager. You must set the image search path before you refine input files.

To set an image search path:

- In Job Manager, from the **Job** menu, select **Image Search Path**.

5

Adding and Processing Files

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Adding Customer Input Files

After you create the job, you can add customer files from any server or disk that Prinergy Direct can read. For a list of input file types that are supported in Prinergy, see "About Supported Input File Types" in Prinergy Workshop Help.

Note: If you imported a job, you do not need to add input files.

In Prinergy Direct, you add files using a hot folder, and you refine them at while that you add them. Prinergy Direct accepts only imposed flats.

To add input files automatically using a hot folder:

1. Create a hot folder for the job. See *Setting Up Hot Folders and Smart Hot Folders* on page 20.
2. Configure the hot folder to process files and select a process template for it to use.
3. Use a file browser to drag or copy the input files from their original location into the hot folder at **<job folder>\HotFolders**.

   Alternatively, you can print an input file directly from the creative software into the hot folder.

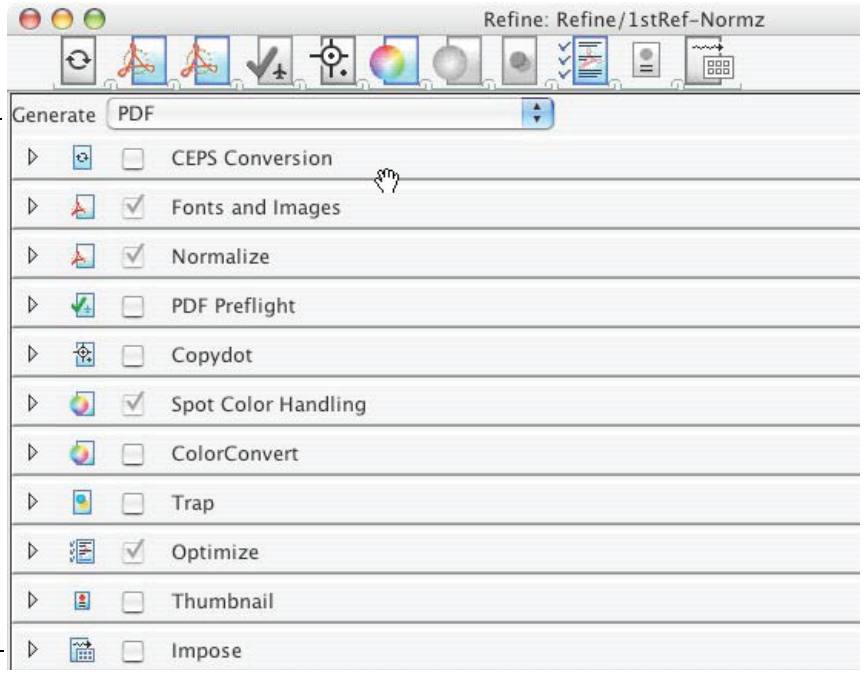
Refining

The refining process changes PostScript, EPS, and PDF files into signatures that Prinergy Direct can output.

In Prinergy Direct, refining occurs automatically when you add files to the hot folder. See *Adding Customer Input Files* on page 26. Refining applies only if you are adding imposed flats to Prinergy Direct, not if you are importing a job.

Considerations When Refining

The refine process template controls how refining works and which optional steps are executed. Each step has its own section in the refine process template.



Sections in the refine process template

Note: Although the **CEPS Conversion**, **PDF Preflight**, **Trap**, and **Thumbnail** sections are visible, they do not apply in Prinergy Direct.

The refine process template includes the following sections:

- The **Fonts and Images** section controls image replacement (PDF OPI) and font handling in PostScript, EPS, and PDF input files during the normalizing step of the refine process.
- The **Normalize** section controls the conversion of PostScript and EPS files into PDFs that can be processed by Prinergy Direct. It also determines how Prinergy will handle PDF 1.4 files and files with transparency or layers.
- The **Copydot** section defines how Prinergy Direct handles copydot files. You can resample copydot files to a resolution that you specify, for example, to match your output device resolution.
- The **Spot Color Handling** section defines whether Prinergy Direct converts spot colors to process color and whether Prinergy Direct uses color definitions embedded in the file or ones in specific color libraries.
- The **ColorConvert** section defines how Prinergy Direct handles overprints and uses ICC profiles to transform color data from the input color space to the output color space.
- The **Optimize** section defines how Prinergy Direct optimizes high-resolution images in input files and whether it generates alternate low-resolution versions of images.
- The **Impose** section defines how Prinergy Direct automatically handles imposition after the refine process.

Note: In Prinergy Direct, you must select **Treat input files as flats** in the **Impose** section when using a flat-based workflow.

6

Proofs, Plates, and Film

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Creating Proofs, Plates, and Film

You can generate proofs of impositions.

In Prinergy Direct, you can generate proofs in any of these ways:

During the proofing process, you can approve or reject impositions.

After reviewing proofs, you are ready to generate final output in the form of plates or film.

While you generate proofs or final output, you can:

- Manage color for outputs
- Configure calibration
- Configure screening

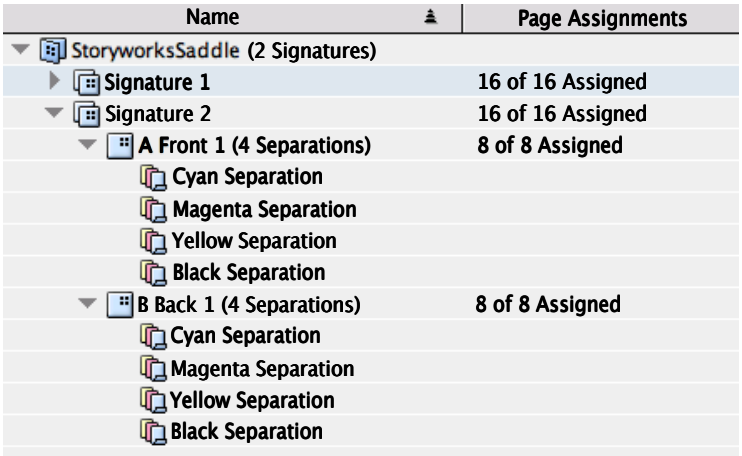
Considerations During Output

When you generate imposition proofs or final output, consider the following:

- Color separations
- Calibration
- Screening

Color Separations

You can check the color separations by switching to the **Separations** view.



Calibration

When you generate outputs, you control calibration in the **Calibration and Screening** section of the output process template.

You must calibrate to control the tones on your press sheet. Tonal values can change during the print reproduction process because of dot gain, when the size of the halftone dots changes. With calibration, you manipulate the exact size of the dots on

the printing plates, so that the tone saturation and gray balance is controlled on the press sheet. You can use Harmony software to create, apply, and manage calibration curves that control the tone reproduction on press.

For more information about Harmony, see the Harmony User Guide.

Screening

When you generate outputs, you control screening in the **Calibration and Screening** section of the output process template.

You can also specify screening information in these ways:

- Include screening information in the PDF file generated by other software
- Specify screening information in the output process template

Generating Imposition Proofs

If you want to check an imposition before printing it, you can create imposed proofs on a proofer to view the results.

To generate proofs of impositions, use the imposition plan proof process template.

To generate imposition proofs:

1. Select the signature from the Impositions Plans pane of the **Separations** view.
2. Drag the selection onto an imposition proof process template in the Process Templates pane.

   For more information, see *Starting Processes* on page 10.
3. In the Start Process dialog box, click **OK**.

You can also output Signature Book proofs from impositions. Signature Books proof pages and spreads that use the imposition information to proof whether the imposition is built correctly.

Other Ways of Proofing

You can also proof using other methods that do not require you to generate a printed proof.

Virtual Proofing System Software

You can use Kodak Virtual Proofing System to generate a soft proof of a job on your client computer. Use Virtual Proofing System to check backup, measurements of gutters, bleeds, registration, marks, color breaks, trapping, and layout.

To generate a virtual proof, select the elements you want to proof and start a process template configured for virtual proofing.

For information about using Virtual Proofing System, see the Virtual Proofing System User Guide.

Approvals

You can record approval or rejection of every proof that you create. For example, if you print a content proof for a customer, you can indicate its approval before doing a contract proof. Before you can approve the proof, you must generate it.

After you set the approval status, an approved icon or a rejected icon appears in the column for the proof process.

Making Plates or Film

To make plates or film, use a final output process template. The process template that you select contains the options that determine the result.

To make film or plates:

1. Select the signature from the Impositions Plans pane of the **Signatures** view.
2. Drag the selected elements onto a final output process template in the Process Templates pane.

   For more information, see *Starting Processes* on page 10.
3. In the Start Process dialog box, click **OK**.

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Managing Files

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Archiving Jobs

Once you have finished a job, archive the job files and then purge them to save disk space. If you need the files later, you can retrieve them. Alternatively, you can also copy a job to retrieve an archived job. See "About Copying Jobs and Pre-Jobs" in Prinergy Workshop Help.

You can archive, purge, and retrieve only if Archiver is licensed for your system.

Archiving, purging, and retrieving of job files is controlled by archive, purge, and retrieve process templates.

To archive a job:

1. In Job Manager, select the job button at the bottom of the window.
2. Drag the selection onto an archive process template in the Process Templates pane.

   For more information, see *Starting Processes* on page 10.
3. In the Start Process dialog box, click **OK**.

For more information about archiving, see the Prinergy System Administration Guide.

Viewing Archive Information

After you archive, use the **Storage** view in Job Manager to view archive information about the files in a job. Storage view is a licensed feature.

You can display information about the removable storage media in your system using the Media Manager, available from the **Tools** menu.

Completing Jobs

A job or pre-job can have a status of **Completed** to indicate that it is inactive. You can set the status of a job or pre-job to Completed either manually from Job Finder or automatically as part of a full job purge. See *Setting Job Attributes and Job Status* on page 22.

8 Monitoring Jobs

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Checking Queue Manager 38
Checking Job History 38
Checking System History 38

Checking Active Processes

You can view information about active processes in the following areas:

- Processes pane
- Dynamic columns
- Process Info dialog box

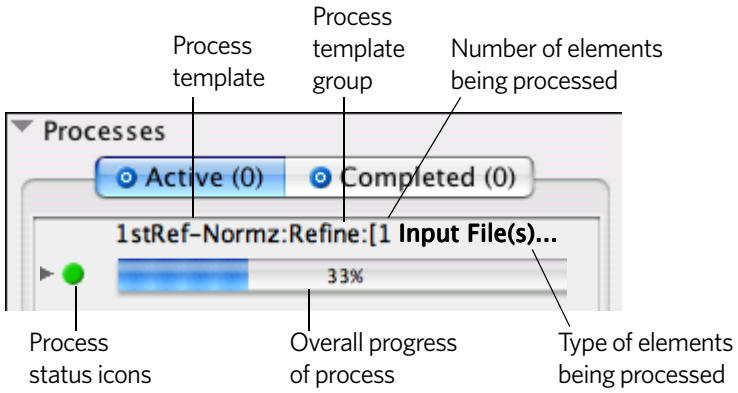
Processes Pane

When you start processing on an element, the active process appears in the Processes pane. This pane, which is visible in every view of Job Manager, lists all of the active and completed processes for a specific job.

The Processes pane consists of two tabs:

- **Active**—displays any processes in progress.
- **Completed**—displays any processed that completed successfully, completed with warnings or errors, failed, or were stopped before they could be completed.

By default, processes appear in the Processes pane in the following format:

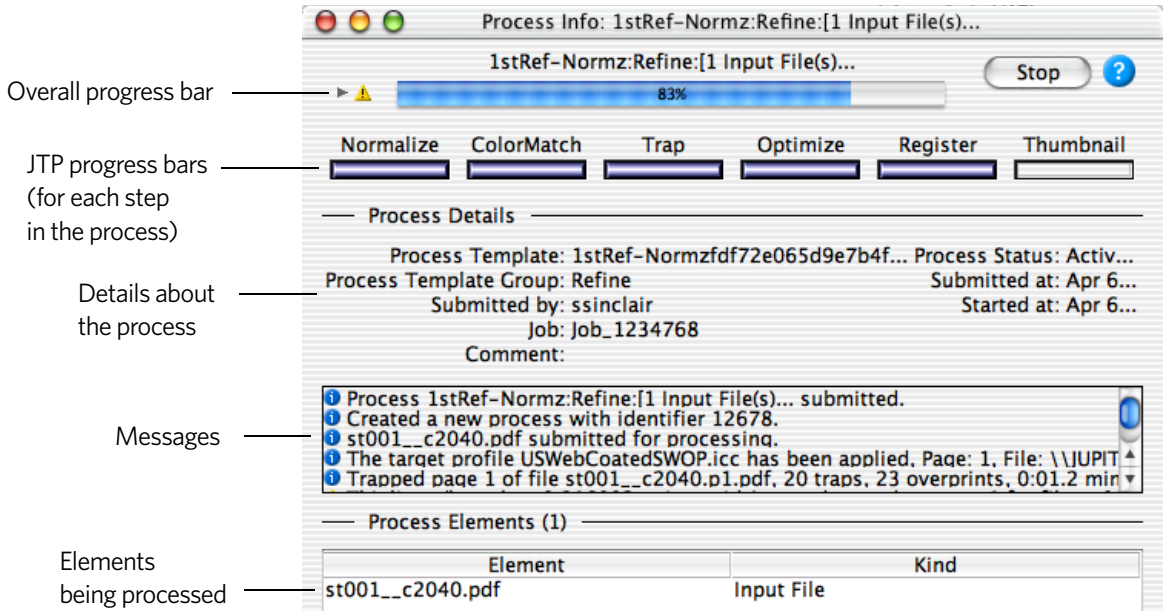


Dynamic Columns

When you start each process, a dynamic column may automatically appear in Job Manager. The column indicates the process template used to process the element and the processing status. You can control whether or not dynamic columns appear in a window or pane from the Workshop Preferences dialog box. By default, this preference is enabled when Prinergy Workshop is installed.

Process Info Dialog Box

The Process Info dialog box lists system messages and information about the elements involved.



The dialog box appears automatically if **Show Process Info Window When Process Is Created** is selected in user preferences. See *Customizing Workshop* on page 10. You can display the dialog box manually by double-clicking its icon in the Processes pane.

After the process is complete, you can view these details in the job history. For more information, see *Checking Job History* on page 38.

Status Icons

Icons indicate the status of the process. These icons appear in the Processes pane, Process info dialog box, and dynamic columns.

Two kinds of status icons may appear:

- Activity icons

  Queued

  In progress

  Paused

  Waiting for a user action

- Condition icons

  No warnings or errors

  No warnings or errors, and process is complete

  A warning

  An error

Getting Information About Jobs and Elements

You can display information about elements such as a job, file, or signature in Job Finder and Job Manager using the **Get Info** menu item.

For example, to see information about a job, highlight the job in Job Finder, and then from the **File** menu, select **Get Info**. The Get Info dialog box appears, showing all job attributes and the size of the job folder and other job files.

Checking Queue Manager

Queue Manager lists all of the processes being executed by the server. You can use Queue Manager to stop, hold, or resume a process, and to change the priority of a queued process.

To view active and queued processes:

1. From the **Tools** menu, select **Queue Manager**.
2. Click the **JTP Queues** tab or click the **Process Types** tab.
   - The **JTP Queues** view displays all active processes for a specific JTP (job ticket processor) in your system.
   - The **Process Types** view displays all active processes for a specific process type in your system.
3. Select a JTP type or process type in the list.

Checking Job History

Use the **History** view of Job Manager to check job history.

For each job, the **History** view displays:

- A description of each action taken on the job
- The date and time the action was taken
- The severity of the message

Checking System History

System history lets you view messages about actions that occur outside of the job context, as well as archive, purge, and retrieve history.

This is helpful, for example, if you archive several jobs overnight and want to see the results without opening the individual jobs.

To display your system history:

➢ From the **Tools** menu, select **System History**.

Glossary

Adobe Extreme	A high-end production-printing architecture that provides some of the core technology for Prinergy Direct. This includes support for PDF and Portable Job Ticket Format (PJTF) and an underlying communications structure.
archive	To write a job or related files to media for permanent storage. Files are saved in context, while job data is retained in the Prinergy Direct database, enabling you to retrieve the job to the system. See also *retrieve* and *purge (verb)*.
CEPS	Acronym for Color Electronic Prepress System. Proprietary computer systems that were used for page make-up, scanning, and image manipulation.
color mapping	Reducing the number of spot colors in input files to the number of colors to be output by mapping excess colors to other spot or process colors.
color match (verb)	To keep color consistency when converting one color space to another—for example, from RGB to CMYK. Prinergy Direct uses ICC profiles to map to L*a*b, a device-independent color space.
destroy	To permanently delete a job and all references to it from the Prinergy Direct system. You can also destroy history log entries.
dot gain	On halftone output, the absolute percentage change in the actual (physical dot gain) and perceived (optical dot gain) size of a halftone dot as it goes through the halftone reproduction process.
downsample	To reduce the resolution of an image. In Prinergy Direct, downsampling takes place during the image optimization part of the refine process. Downsampling values are set in the **Optimize** section of the refine process template.
dynamic column	A column that appears automatically in a Workshop window or pane when an element is being processed. The column indicates the process template used to process the element and the processing status.
element	Any item within a job, including a signature or surface.
Extreme	See *Adobe Extreme*.
group	Used to organize pre-jobs and jobs. Though similar to a folder, a group cannot be seen from a file browser. They are part of the internal data structure.
hot folder	A folder that is monitored for incoming files as a trigger for an automatic operation. The software that processes the files checks the folder regularly and then automatically processes files found there.
ICC profile	Short for International Color Consortium. A color space description that acts as a standard for accurate reproduction of colors across different platforms, devices, and software.
image optimization	A step in the refine process that reduces the size of images in the input file by cropping and downsampling.

image search path Specifies the location of a job's high-resolution images. Prinergy Direct uses the image search path when images for the job are not embedded in the input files that you add to the job.

input file A file received from your customer (the print buyer) that makes up the content of the publication being printed. For example, an input file can be created by printing a customer's creative design file, such as an Adobe Illustrator® file, to a PostScript file.

job The unit used to organize work. When you create a job, Prinergy Direct creates a job folder and database entries for tracking the job.

job folder A folder (directory) on a Prinergy Direct server that stores all the system files for a pre-job or job. In addition, the job folder may include input files from your customer. Job folders are stored in a central directory and can include any number of subfolders to help organize job information.

job ticket In Adobe Extreme, a collection of information related to one or more processing steps that must be carried out. It includes a map or route that specifies which JTPs to go to and in what order. See *job ticket processor (JTP)* and *Adobe Extreme*.

job ticket processor (JTP) Software that performs a specific processing step to help process an Adobe Extreme job ticket. JTPs are configured using Administrator.

JTP See *job ticket processor (JTP)*.

normalize A step in the refining process that converts PostScript and EPS files into PDFs that can be processed by Prinergy.

OPI Acronym for Open Prepress Interface. An extension to PostScript that automatically replaces low-resolution placeholder images with high-resolution images.

optimization See *image optimization*.

output There are two types of output: imposed proofs and final (plates or film). Each of these output types corresponds to a process template type in the Process Template Editor.

pre-job A unit used to organize work. It's similar to a job but used to handle exported jobs or as a template to store elements that are used in more than one job.

process An action that is initiated by a process template, for example, refine, output, import/export, and archive/retrieve/purge. All other interactions with Prinergy Direct are called actions.

process template A file containing a collection of options and parameters that tells Prinergy Direct how to perform a process.

process template group A way of organizing process templates. Process template groups are created and maintained through the Process Template Editor.

proof A trial version, produced on paper, plastic, or computer screen, of the expected final reproduction. See also *imposition proof*.

purge (verb) To remove selected job files from a Prinergy Direct server. The job remains in the system because job metadata is retained in the database. Compare to *destroy*. See also *archive* and *retrieve*.

rasterize To convert vector data to pixel data.

refine A process that can include normalizing, color conversion, and thumbnail generation, as well as many other functions.

refiner The software component that performs the refining process. How the refiner behaves is determined by the selected refine process template. See also *refine*.

renderer The software component that rasterizes and screens PDF input files.

retrieve To bring back to the Prinergy Direct system files that were previously archived to media. See also *archive* and *purge (verb)*.

RIP (verb) Raster image processor. Software that converts PostScript and PDF data into raster (bitmap) data.

separation A color layer of one surface.

server A computer that provides some service for other computers connected to it via a network.

soft proof A proof that is displayed on the computer monitor. Typically, it uses soft proofing software such as Adobe Acrobat or Virtual Proofing System software.

source file See *input file*.

template job A pre-job or a job that contains hot folders, attributes, and image or font search paths that you want to use in other pre-jobs or jobs. When you create a new pre-job or job, you can base it on a template, and the new pre-job or job assumes the settings from the template.

user-defined folder A custom folder that you create within a job's **<job folder>\ UserDefinedFolders** folder for storing files related to the job, for example, fonts, images, or input files.

volume A shared folder on a Prinergy Direct server. You must add volumes using Administrator.

workflow templates Workflow templates link process templates together to offer more automation.

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